

UTAH COUNTIES INSURANCE POOL

BOARD OF TRUSTEES MEETING

Tuesday, April 13, 2010, 6:00 p.m.

Jeremiah's Steak House, 1307 West 1200 South, Ogden

AGENDA

6:00 Dinner Provided

7:00 Call to Order Kay Blackwell

ITEM ACTION

1	Review/Excuse Board Members Absent	Kay Blackwell
2	Review/Approve March 18 Meeting Minutes	Karla Johnson
3	Ratification and Approval of Payments and Credit Card Transactions	Karla Johnson
4	RCI Appraisal Contract Cost Adjustment	Johnnie Miller
5	Set Date and Time for Closed Meeting to Discuss Character, Professional Competence, Physical/Mental Health of an Individual	Kay Blackwell
6	Action on Personnel Matters	Kay Blackwell
7	Set Date and Time for Closed Meeting to Discuss Pending or Reasonably Imminent Litigation	Kay Blackwell
8	Action on Litigation Matters	Kent Sundberg

INFORMATION

9	Chief Executive Officer's Report	Johnnie Miller
10	Reschedule September Board of Trustees Meeting	Sonya White
11	Other Business	Kay Blackwell



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Entity:	Utah Counties Insurance Pool
Public Body Name:	Board of Trustees
Notice Subject:	Insurance
Street Address:	1307 West 1200 South
Street Address continued:	
City:	Ogden
Zip:	84404
Start Date:	04/13/10 6:00 PM
End Date:	04/13/10 9:00 PM
	Dinner Provided
	Call to Order
	ACTION
	Review/Excuse Board Members Absent
	Review/Approve March 18 Meeting Minutes
	Ratification and Approval of Payments and Credit Card Transactions
	RCI Appraisal Contract Cost Adjustment
	Set Date and Time for Closed Meeting
	to Discuss Character, Professional Competence,
	Physical/Mental Health of an Individual
	Action on Personnel Matters
	Set Date and Time for Closed Meeting
	to Discuss Pending or Reasonably Imminent Litigation
	Action on Litigation Matters
	INFORMATION
	Chief Executive Officer's Report
	Reschedule September Board of Trustees Meeting
	Other Business

Description / Agenda:

ADA:

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sonya White at the Utah Counties Insurance Pool, PO Box 760, Midvale, UT 84047, or call 800-339-4070, at least three days prior to the meeting.

Electronic Participation:

Any Member of the Utah Counties Insurance Pool Board of Trustees may participate telephonically.

Other:

Emergency Notice:

No

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Attachments

There are no attachments associated with this notice.

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Utah Counties Insurance Pool
Supporting Your Goals Since 1992

BOARD OF TRUSTEES MEETING MINUTES

April 13, 2010, 7:00 p.m.
Jeremiah's Restaurant, Ogden, UT

BOARD MEMBERS PRESENT

Kay Blackwell, *President*, Piute County Commissioner
Ken Bischoff, *Vice President*, Weber County Commissioner
Bruce Adams, San Juan County Commissioner
Brad Dee, Weber County Human Resources Director
Jim Eardley, Washington County Commissioner
Gerald Hess, Davis County Deputy Attorney
Jerry Hurst, Tooele County Commissioner
Karla Johnson, Kane County Clerk-Auditor
Wayne Smith, Iron County Commissioner
Kent Sundberg, Utah County Deputy Attorney

ABSENT

LaMar Guymon, Emery County Sheriff
Steve Wall, *Secretary-Treasurer*, Sevier County Clerk-Auditor

OTHERS PRESENT

Johnnie Miller, UCIP Chief Executive Officer
Sonya White, UCIP Manager of Administration

Call to Order

Kay Blackwell called this meeting of the Utah Counties Insurance Pool Board of Trustees to order at 7:00 p.m. on April 13, 2010 and welcomed those in attendance.

Review/Excuse Board Members Absent

LaMar Guymon and Steve Wall had prior commitments and requested to be excused. Steve White made a motion to excuse LaMar Guymon and Steve Wall from this meeting. Bruce Adams seconded the motion, which passed unanimously.

Approve March 18 Meeting Minutes

The minutes of the Board of Trustees meeting held March 18, 2010 were previously sent to the Board Members for review. Karla Johnson made a motion to approve the March 18, 2010 meeting minutes as written. Jim Eardley seconded the motion, which passed unanimously.

Ratification and Approval of Payments and Credit Card Transactions

Karla Johnson reviewed the payments made, payments to be made (see attachment number one) and credit card transactions with the Board. Karla Johnson made a motion to approve the payments made, payments to be made and credit card transactions. Steve White seconded the motion, which passed unanimously.

RCI Appraisal Contract Cost Adjustment

Johnnie Miller provided the Board with a billing review for appraisal services performed by RCI (see attachment number two). RCI has been sold to another company. The new owners are requiring the balance of \$90,000, including \$70 for each non-scheduled property, be paid prior to starting the third phase of the appraisal process. The contract was based on an estimate of 1420 properties at \$63 per property. The estimated number of appraised properties at the end of 2010 will be closer to

1074. Johnnie has tried negotiating with the new owners without success. With the additional cost for non-scheduled properties appraised, the estimated total cost to UCIP is \$115,000. The Board and staff have been satisfied with the work RCI has performed and the quality of the appraisals. Karla Johnson made a motion authorizing RCI to complete phase three. The Board will decide whether to go out to bid for the 2011 coverage year. Jerry Hurst seconded the motion, which passed, nine in favor with Kent Sundberg opposed and Steve White abstaining.

Set Date and Time for Closed Meeting

Ken Bischoff made a motion to strike agenda item: Set Date and Time for Closed Meeting to Discuss Character, Professional Competence, Physical/Mental Health of an Individual. Steve White seconded the motion, which passed unanimously.

Action on Personnel Matters

Ken Bischoff made a motion to strike agenda item: Action on Personnel Matters. Steve White seconded the motion, which passed unanimously.

Set Date and Time for Closed Meeting

Karla Johnson made a motion to set date and time for a closed meeting to discuss pending or reasonably imminent litigation at 7:35 p.m. on April 13, 2010. Steve White seconded the motion, which passed unanimously.

The regular meeting resumed at 7:45 p.m. on April 13, 2010.

Action on Litigation Matters

Kent Sundberg made a motion to strike agenda item: Action on Litigation Matters. Ken Bischoff seconded the motion, which passed unanimously.

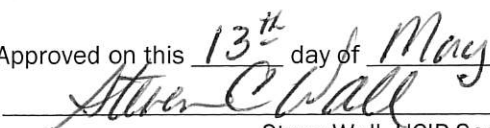
Chief Executive Officer's Report

Johnnie Miller reported that he visited the following member counties and visited with their elected officials and employees: Kane, San Juan, Uintah and Washington. A date is set to meet with Morgan County. Staff attended annual training by the State Auditor's office. Mark Brady attended the planning session for the annual SWAP conference in which UCIP will have a three-hour block to present. The Facilities Management Conference and the Insurance Coordinator's Workshop were well attended by member officials and employees. The Workers Compensation Fund has extended a golf invitation for two Board Members on May 24 in Layton.

Other Business

The Board changed the date of the tentatively scheduled meeting on September 16 to September 23, 12:00 p.m. at the UCIP offices, as not to conflict with the USACCC Fall Workshop.

The next meeting of the Board of Trustees is scheduled for May 13, 2010 at 12:00 p.m. at the Hilton Garden Inn, St. George.

Approved on this 13th day of May 2010

Steve Wall, UCIP Secretary-Treasurer

Utah Counties Insurance Pool Payments

March 19, 2010 - April 13, 2010

Type	Date	Nm	Name	Memo	Split	Amount
ML Expense						
Liability Check	3/30/2010		QuickBooks Payroll Service	Created by Payroll Services on 03/25/2010	-SPLIT-	-15,261.13
Paycheck	3/31/2010	DD	Johnnie R. Miller	Direct Deposit	-SPLIT-	0.00
Paycheck	3/31/2010	DD	Korby M. Siggard	Direct Deposit	-SPLIT-	0.00
Paycheck	3/31/2010	DD	Lisa O. Brown	Direct Deposit	-SPLIT-	0.00
Paycheck	3/31/2010	DD	Mark W. Brady	Direct Deposit	-SPLIT-	0.00
Paycheck	3/31/2010	DD	Shaney M. Kelleher	Direct Deposit	-SPLIT-	0.00
Paycheck	3/31/2010	DD	Sonya J. White	Direct Deposit	-SPLIT-	0.00
Paycheck	3/31/2010	DD	Susan E. Gonce	Direct Deposit	-SPLIT-	0.00
Liability Check	3/31/2010	ONLINE	Utah Retirement Systems	Unit No: 864 (MAR 2010)	-SPLIT-	-7,276.99
Liability Check	3/31/2010	ONLINE	Utah State Tax Commission	Transaction Number: 217081699	-SPLIT-	-2,223.07
Liability Check	3/31/2010	ONLINE	United States Treasury	EFT ACKNOWLEDGEMENT NUMBER: 270049000436763	-SPLIT-	-4,817.99
Liability Check	3/31/2010	ONLINE	Nationwide Retirement Solutions	Entity: 644013	-SPLIT-	-2,115.34
Check	3/26/2010	VISA	Wells Fargo	Account Number: 4856 2002 0646 9796	-SPLIT-	-1,345.83
Check	3/26/2010	VISA	Wells Fargo	Account Number: 4856 2002 0869 3567	-SPLIT-	-135.23
Bill Pmt -Check	3/25/2010	5488	FireSTAT LLC	Account Number: 4856 2002 0633 9635	-SPLIT-	-784.03
Check	3/31/2010	5489	Brad Dee	Invoice Number: 201058	Accounts Payable ML	-150.00
Check	3/31/2010	5490	Kent Sundberg	Mileage Reimbursement	Travel	-42.00
Check	3/31/2010	5491	Karla Johnson	Mileage Reimbursement	Travel	-35.00
Check	3/31/2010	5492	Bruce Adams	Mileage Reimbursement	Travel	-303.00
Check	3/31/2010	5493	Kay Blackwell	Expense Reimbursement	Travel	-308.03
Check	3/31/2010	5494	Kay Blackwell	Mileage Reimbursement	Travel	-200.00
Check	3/31/2010	5495	Jim Eardley	Interim CEO Compensation	Travel	-1,500.00
Check	3/31/2010	5496	Jerry Hurst	Mileage Reimbursement	Travel	-300.00
Check	3/31/2010	5497	Gerald Hess	Mileage Reimbursement	Travel	-45.00
Check	3/31/2010	5498	Steven Wall	Mileage Reimbursement	Travel	-32.00
Check	3/31/2010	5499	Judy McCalmar	Mileage Reimbursement	Travel	-147.00
Check	3/31/2010	5500	Azucena Avalos	TULIP Overpay Reimbursement	TULIP	-15.00
Liability Check	3/31/2010	5501	Public Employees Health Program	TULIP Overpayment Reimbursement	TULIP	-32.00
Check	3/31/2010	5502	Carbon County	Policy Number 1076 (MAR)	-SPLIT-	-7,370.30
Bill Pmt -Check	3/31/2010	5503	AGRIP	FMC Registration Cancellation	Registration	-45.00
Bill Pmt -Check	3/31/2010	5504	Arthur J. Gallagher & Co.	Invoice Number: 10S-02143	Accounts Payable ML	-675.00
Bill Pmt -Check	3/31/2010	5505	Office Depot	Invoice Number: 91278	Accounts Payable ML	-4,734.35
Bill Pmt -Check	3/31/2010	5506	Paetec	Invoice Number: 512969607001	Accounts Payable ML	-177.04
Bill Pmt -Check	3/31/2010	5507	Utah Safety Council	Invoice Number: 522160	Accounts Payable ML	-682.59
Check	3/31/2010	5508	PEHP-LTD	Invoice Number: 01202	Accounts Payable ML	-50.00
Bill Pmt -Check	4/1/2010	5509	Revco Leasing Company, LLC	Coverage Period: March 2010	-SPLIT-	-303.99
Bill Pmt -Check	4/1/2010	5510	Western AgCredit	Invoice Number: 232489	Accounts Payable ML	-815.89
Paycheck	3/31/2010	5511	Susan E. Gonce	Invoice Number: 4-2010	Accounts Payable ML	-10,788.00
Liability Check	4/12/2010	5512	Sirus Consulting Group, LLC	Invoice: April (UCIP 1076) 442915	-SPLIT-	-2,118.23
Check	4/12/2010	5513	Sonya J. White	Expense Reimbursement	-SPLIT-	-594.21
Check	4/12/2010	5514	Johnnie R. Miller	Mileage Reimbursement	-SPLIT-	-338.40
Check	4/12/2010	5515	Korby M. Siggard	Expense Reimbursement	Mileage	-519.00
Bill Pmt -Check	4/12/2010	5516	Alphagraphics	Invoice Number: 49464	-SPLIT-	-140.80
Bill Pmt -Check	4/12/2010	5517	Larson & Rosenberger	Invoice Number: 13970	Accounts Payable ML	-567.69
Bill Pmt -Check	4/12/2010	5518	Mountain View Software	Invoice Number: INV-20090584	Accounts Payable ML	-14,192.04
Bill Pmt -Check	4/12/2010	5519	New Mexico Association of Counties		Accounts Payable ML	-24.00
Bill Pmt -Check	4/12/2010	5520	Print2day		Accounts Payable ML	-400.00
Bill Pmt -Check	4/12/2010	5521	TCNS, Inc.		Accounts Payable ML	-185.33
Bill Pmt -Check	4/12/2010	5522	Print2day	Invoice Number: 1043519	Accounts Payable ML	-763.00
Bill Pmt -Check	4/12/2010	5523	Print2day	Invoice Number: 1043470	Accounts Payable ML	-478.26
Bill Pmt -Check	4/12/2010	5524	Alphagraphics	Invoice Number: 10401	Accounts Payable ML	-172.09
Bill Pmt -Check	4/12/2010	5525	Alphagraphics	Invoice Number: 10476	Accounts Payable ML	-1,065.09
Bill Pmt -Check	4/12/2010	5526	TCNS, Inc.	Invoice Number: 3791	Accounts Payable ML	-470.95
Total ML Expense						-1,004.00
WC Expense						
Check	3/31/2010	287	Cache County	2009 Workers' Compensation Return Premium	WC Payroll Audit	-85,743.89
						-7,574.31

Utah Counties Insurance Pool Payments March 19, 2010 - April 13, 2010

Type	Date	Num	Name	Memo	Split	Amount
Check	3/31/2010	288	Kane County	2009 Workers' Compensation Return Premium	WC Payroll Audit	-8,025.83
Check	3/31/2010	289	Morgan County	2009 Workers' Compensation Return Premium	WC Payroll Audit	-12,100.37
Check	3/31/2010	290	Rich County	2009 Workers' Compensation Return Premium	WC Payroll Audit	-975.08
Check	3/31/2010	291	San Juan County	2009 Workers' Compensation Return Premium	WC Payroll Audit	-3,515.77
Check	3/31/2010	292	Washington County	2009 Workers' Compensation Return Premium	WC Payroll Audit	-74,910.02
Total WC Expense						-107,101.38
TOTAL						-192,845.27

UTAH COUNTIES INSURANCE POOL
RCI Billing Review

	<u>Scheduled</u>	<u>Appraised Scheduled</u>	<u>Additional</u>	<u>Total</u>
<u>Phase 1 (2008)</u>				
Cache	19	16	21	37
Carbon	74	62	26	88
Davis	58	48	9	57
Rich	9	8	0	8
Utah	113	61	4	65
Wasatch	39	35	16	51
Weber	32	41	39	80
Total	344	271	115	386

<u>Phase 2 (2009)</u>				
Millard	93	85	6	91
Beaver	11	11	8	19
Iron	42	36	10	46
Kane	16	11	9	20
Garfield	20	18	5	23
Juab	38	33	5	38
Washington	41	42	46	88
Total	261	236	89	325

*Tooele
Scheduled 348
Appraised 169
Additional 19*

<u>Phase 3 (2010)</u>				
Daggett	25	20	5	25
Duchesne	42	40	8	48
Emery	63	60	12	72
Piute	9	9	0	9
San Juan	61	60	10	70
Sanpete	29	25	5	30
Sevier	30	25	6	31
Tri-County	2	2	0	2
UCIP	1	1	0	1
Uintah	48	45	10	55
Wayne	19	15	5	20
Total	329	302	61	363
Total	934	809	265	1,074
Rate		63	70	
Charge		\$ 50,967	\$ 18,550	\$ 69,517

SUMMARY			
	Scheduled	Additional	Total
Phase 1	21,672	2,940	24,612
Phase 2	14,868	6,230	21,098
Phase 3	50,960	18,550	69,510
Total	\$ 87,500	\$ 27,720	\$ 115,220

Estimated

Total project cost reduced by \$2,500 for deletion of Grand County

